

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: November 23, 2015
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Council Business

- *Ad Hoc Committee on Rental Regulations and Enforcement* – As detailed in [Item 15](#) of the Council packet, the Planning and Zoning Commission (PZC) has nominated members to serve on the new Ad Hoc Committee on Rental Regulations and Enforcement. From a workload perspective, I would recommend that Town Council focus on completing its review of the Storrs Center ordinances and form the ad hoc committee following the start of the New Year. On a related note, Department of Building and Housing staff are now assisting the Zoning Enforcement Officer with the enforcement of the occupancy regulation in the zoning regulations. This additional support should prove beneficial from an enforcement perspective.
- *Freedom of Information Act Training* – At 5:30 PM on January 21, 2016, the Town will hold a training session on the Freedom of Information Act (FOIA). The session will be held in the Council Chamber in the Beck Municipal Building and is open to all Mansfield staff members as well as elected and appointed officials on boards and committees. Thomas Hennick from the Freedom of Information Commission will present the session, which is expected to last approximately one hour.
- *Probate Court update* – I have invited Judge Barbara Gardner Riordan- to attend the December 14, 2015 meeting to provide the Town Council with an update concerning probate court operations.
- *Reception for Mayor Paterson* – Attached please find an invitation to the recognition reception honoring former Mayor Betsy Paterson. We will hold the reception from 4-6 PM on December 4th at the Mansfield Community Center. All members of the community are encouraged attend as we thank Betsy for her many contributions to the Town of Mansfield.

Department Reports

- *Town Manager's Office* – In observance of Thanksgiving, the Town of Mansfield announces the following schedule changes for Town facilities and services:
 - Town Hall: Closed on Thursday and Friday (November 26 & 27)
 - Library: Closed on Thursday and Friday (November 26 & 27)
 - Community Center: Closed on Thursday (November 26). Open regular hours on Friday (November 27).
 - Senior Center: Closed on Thursday and Friday (November 26 & 27)
 - Animal Shelter: Closed to the public on Thursday and Friday (November 26 & 27). Available for emergencies.
 - Transfer Station: Closed on Thursday, November 26. Open on Saturday, November 28.
 - Refuse Pick Up: Thursday service will be on Friday. Friday service will be on Saturday.
 - Transportation Center: Closed on Thursday and Friday (November 26 & 27)
- *Public Works* – Wilbur Cross Way will be closed for road work on November 25, November 30 and December 1. Signs will be posted.

Upcoming Events

- *Storrs Farmers Market* – Storrs Farmers Market is open year-round! The Winter Market will be open twice a month from December through April in the Buchanan Auditorium of the Mansfield Public Library. Storrs Winter Farmers Market will be open from 3:00 to 5:00 PM on the following dates: Dec

12 and 19; Jan 2, 16, and 30; Feb 13 and 27; Mar 12 and 26; and Apr 9 and 23. Everything sold at Storrs Winter Farmers Market is grown or produced in Connecticut, so the offerings change with the seasons. Visit storrsfarmersmarket.org for more information and to sign up for weekly emails from the Market (bi-weekly in the winter).

- *Winter Welcome* – The Mansfield Downtown Partnership invites Mansfield residents and visitors to usher in the new season at the Third Annual Winter Welcome on Saturday, December 5 from 1:00 to 5:00 PM. Winter Welcome will take place on and around the Mansfield Town Square and will feature carolers and musicians strolling and performing outside and indoors. Participating Storrs Center businesses will have holiday treats, sales and specials. On the Town Square, there will be vendors from Storrs Farmers Market and a wreath-making activity with The Flower Pot while staff from UConn Dining Services will create beautiful ice sculptures. Santa Claus will greet friends at the UConn Co-op Bookstore in Storrs Center from 2:00 PM until 4:00 PM. At 4:00 PM, join the E. O. Smith Chamber Singers on the Town Square for a performance and community sing-along. Winter Welcome is presented by the Mansfield Downtown Partnership and is free and open to the public. The event will take place rain, snow, or shine. For more information, please visit mansfieldct.gov/winterwelcome.

Upcoming Meetings*

- Traffic Authority, November 24, 2015, 10:30 AM, Conference Room B, Audrey P. Beck Municipal Building
- Agriculture Committee, December 1, 2015, 7:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Advocates for Children, December 2, 2015, 5:30 PM, Council Chamber, Audrey P. Beck Municipal Building
- Mansfield Downtown Partnership Board of Directors, December 3, 2015, 4:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Agriculture Committee, December 5, 2015, 7:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Inland Wetland Agency/Planning & Zoning Commission, December 7, 2015, 7:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Youth Service Advisory Board, December 8, 2015, 11:45 AM, Conference Room B, Audrey P. Beck Municipal Building
- Town-University Relations Committee, December 8, 2015, 4:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Historic District Commission, December 8, 2015, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Human Services Advisory Committee, December 9, 2015, 3:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Sustainability Committee, December 9, 2015, 5:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Community Campus Partnership, December 10, 2015, 4:00 PM, Council Chamber, Audrey P. Beck Municipal Building
- Committee on Committees, December 11, 2015, 8:10 AM, Conference Room C, Audrey P. Beck Municipal Building
- Housing Code Board of Appeals, December 14, 2015, 5:00 PM, Conference Room C, Audrey P. Beck Municipal Building
- Finance Committee, December 14, 2015, 6:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, December 14, 2015, 7:30 PM, Council Chamber, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*



The Town of Mansfield
cordially invites you to a
Recognition Reception



Honoring
Elizabeth "Betsy"
Paterson

December 4, 2015 4-6pm
Mansfield Community Center

Hors d'oeuvres and refreshments
will be served

For questions about the event please call:
860-429-3336 x 5

During her 20 years of dedicated public service, Betsy worked tirelessly to represent the Town of Mansfield. First elected to the Town Council in 1997, Betsy was elected Mayor in November 1999. She continued to serve as Mayor for 16 years, until her retirement from the Town Council in November 2015. Betsy notably represented Mansfield on a number of regional and state-wide entities, including the Connecticut Conference of Municipalities, for which she is a past President, the Connecticut Interlocal Risk Management Agency (CIRMA), the Windham Region Council of Governments and the Eastern Highlands Health District.

During her long tenure as Mayor, Betsy was instrumental in the creation of the Mansfield Downtown Partnership and Storrs Center. She also contributed greatly to the development of a strong working relationship between the Town and the University of Connecticut. We thank Betsy for all she has done for the Town of Mansfield and wish her the best in her retirement from the Council.